



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

B44071

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August 18, 2014

TO: THE OFFICIALS OF FRENCH LICK TOWNSHIP, ORANGE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of French Lick Township (Township), for the period of January 1, 2010 to December 31, 2013, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

Our procedures were designed solely to satisfy the requirements of Indiana Code 5-11-1. Because our procedures were not designed to opine on the Township's financial statements, we did not follow *generally accepted auditing standards*. Accordingly, we do not express an opinion on any basic financial statement of the Township.

Management is responsible for preparing and maintaining its accounting records and related documents, as well as compliance with applicable state laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

The Township's Annual Financial Reports filed for years prior to 2011 can be found on the Indiana Transparency Portal website: [www.in.gov/itp/annual\\_reports/](http://www.in.gov/itp/annual_reports/). For years 2011 and later, the Annual Financial Reports filed by the Township can be found on the Gateway website: <https://gateway.ifionline.org/>.

The Comments contained herein describe the identified reportable instances of noncompliance found as a result of the procedures we performed. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

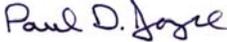
**Current Period Comments**

- *Depository reconciliations of the fund balances to the bank account balances were not presented for review for the period. The Trustee initialed all bank statements verifying the bank accounts had been reconciled to the fund balances; however, the reconcilements were not retained.*
- *The records presented for review showed that disbursements were in excess of budgeted appropriations in the amount of \$1,126 for the Park and Recreation fund for the year 2012.*
- *Effective the month of September 2012, the financial institution stopped returning an optical image of the endorsement side of checks and began the practice of only returning an optical image of the front side of the checks.*
- *Township Assistance Standards were not established in accordance with Indiana Code 12-20-5.5-1.*

- *Each elected officer did no certify in writing that the officer had not violated Indiana Code 36-1-20.2 (Nepotism) by December 31, 2012, and December 31, 2013.*
- *Each elected officer did no certify in writing that the officer had not violated Indiana Code 36-1-21 (Contracting With a Unit) by December 31, 2012, and December 31, 2013.*

This letter is intended for the information and use of the governing body and management of the Township. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

The contents of this letter were discussed on June 17, 2014, with John E. Harrison, Trustee.

  
Paul D. Joyce, CPA  
State Examiner